

**LEE VALLEY REGIONAL PARK AUTHORITY**

**EXECUTIVE COMMITTEE  
21 JULY 2016**

Members Present: Paul Osborn (Chairman) Heather Johnson  
Derrick Ashley (Vice Chairman) Chris Kennedy  
David Andrews Valerie Metcalfe  
John Bevan Alan Searing

Officers Present: Shaun Dawson - Chief Executive  
Beryl Foster - Director of Corporate Services  
Simon Sheldon - Director of Finance & Resources  
Stephen Wilkinson - Head of Planning & Strategic Partnerships  
Jon Carney - Head of Parklands  
Brian Daley - Director of Venues (Lee Valley Leisure Trust Ltd)  
Nigel Foxall - Director of Business Support (Lee Valley Leisure Trust)  
Sandra Bertschin - Committee & Members' Services Manager

Part I

745 DECLARATIONS OF INTEREST

Name	Agenda Item No.	Nature of Interest	
John Bevan	7	Trustee of Lee Valley Leisure Trust Ltd	<i>Non-pecuniary</i>

746 MINUTES OF LAST MEETING

**THAT the minutes of the meeting held on 16 June 2016 be approved and signed.**

747 PUBLIC SPEAKING

No requests from the public to speak or present petitions had been received for this meeting.

748 Q1 REVENUE BUDGET 2016/17 PERFORMANCE MONITORING Paper E/456/16

The report was introduced by Simon Sheldon, Director of Finance & Resources.

The Chairman advised that some progress was being made on sponsorship income. He commented that the additional un-costed benefits provided by Holyfield Hall Farm were being reviewed to inform any future consideration of the site as current trading performance was unsustainable in the longer term.

Some Members challenged this view, commenting that farming prices were cyclical and that in the longer term trading performance was likely to improve and that the educational benefits of a working farm should not be under-estimated.

In response to a Member's concern about maintenance of Myddelton House and car park it was advised that these were being considered and proposals would be forthcoming.

**(1) the report was noted.**

## **EXECUTIVE COMMITTEE MINUTES 21 JULY 2016**

749 CAPITAL PROGRAMME BUDGET MONITORING 2016/17 Paper E/455/16

The report was introduced by Simon Sheldon, Director of Finance & Resources.

**(1) the report was noted.**

750 LEISURE SERVICES CONTRACT MONITORING REPORT - Paper E/457/16  
Q1 2016/17

The report was introduced by Simon Sheldon, Director of Finance & Resources.

The Chairman commended the excellent work and commitment of both Authority and Trust staff in the delivery of major sporting events.

Members highlighted the following:

- the advantages of utilising in-house expertise from the experienced technical ice centre officer team for the Ice Centre project; and
- the slight decrease in customer satisfaction at Lee Valley White Water Centre related to operation of the Cafe.

In response it was advised that actions were being put in place to address both issues.

**(1) the report was noted.**

751 PARTNERSHIP CONTRIBUTION TO THE LONDON STANSTED Paper E/458/16  
CAMBRIDGE CONSORTIUM

The report was introduced by Stephen Wilkinson, Head of Planning & Strategic Partnerships.

**(1) the total contribution of £12,000 divided equally between the Authority and the Trust to the London Stansted Cambridge Consortium for 2016/17 was approved.**

752 LEVY STRATEGY WORKING GROUP

TABLED draft Terms of Reference

Some Members considered that the levy strategy was being driven by a small number of conservative south London boroughs and were concerned that a significant reduction in the levy would adversely affect the current high quality of community focused service provision. It was also highlighted that including income generating stretch targets for open spaces could be problematical to introduce. Given that it was nearly 50 years since the establishment of the Park Authority a strategic long term review of funding structures would be supported but a short term significant levy reduction in response to the concerns of a minority of councils was not considered proportionate.

Other Members highlighted that the Trust considered the management fee could be significantly reduced given capital investment in venues and considered that the Authority's responsibility was to utilise public money to secure the best use of resources and that by increasing income to become more self-sufficient would enable services to grow. The aim was to increase usage whilst decreasing the levy. The medium term financial plan already

## EXECUTIVE COMMITTEE MINUTES 21 JULY 2016

included a 2% reduction in the levy in anticipation of a possible reduction. This downward trend was welcomed by the majority of boroughs and county councils in light of the continuing financial pressure they faced.

The Chairman reiterated that all Members were welcome to attend Working Group meetings.

The following Terms of Reference were approved:

To develop a 4 year levy strategy (2017/18-2020/21) and financial plan that delivers the statutory objectives of LVRPA, whilst reducing the burden on the tax payer. In response to the current political climate around the levy and the uncertain economic climate it is proposed that the Authority looks at options for a significant reduction of the levy during the period 2017/18 to 2020/21.

Suggested areas to cover could include:

- i) Review levying for capital by 2020 (i.e., at the end of the existing capital programme) all capital funding to be generated from Land/Capital sales (with short term borrowing to bridge any cash-flow gaps, e.g., ice centre project).
- ii) Reducing Leisure Services Contract management fee by - half by 2020 - potential saving £1.6m – consideration of future contract to deliver other half of £1.6m say by 2020-2025 (the Trust say this requires further capital investment).
- iii) Review Grounds Maintenance specification.
- iv) Review investment opportunities e.g., Picketts Lock development.
- v) Consideration of transfer of further services to 3<sup>rd</sup> party organisations.
- vi) Shared Services with neighbouring Authorities/institutions.
- vii) Recommend income generating stretch target for open spaces.
- viii) Savings targets for service review areas, e.g., IT infrastructure.
- ix) Review level of general reserves £4m – transfer of risk to third parties e.g., Leisure Services Contract and other contracts.
- x) Specify time-scales for reduction e.g., 3, 5, 10 years?
- xi) Assess each income generation/cost saving area in terms of level of confidence and timeline.
- xii) Recommend a levy reduction target for 2017/18.

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Chairman

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Date

The meeting started at 2.00pm and ended at 2.55pm.